


Cancellation Notice



Perform OSMA Support Contractor COTR Function


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February 1, 2002
Date

DOCUMENT HISTORY LOG

Status (Draft/ Baseline/ Revision/ Canceled)	Document Revision	Effective Date	Description
Baseline		January 13, 2000	
Revision	A	April 14, 2000	Editorial corrections to steps 6.01, 6.07, 6.08, 6.10, 6.11, and 6.15 and 3 rd Quality Record in Section 7; and Modifications to Section 5 Flowchart and Steps 6.05 and 6.06.
Cancellation		February 1, 2002	HOWI 8700-Q028 Cancelled this date. The contract and contract-type that this HOWI applied to ended.

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OSMA Staff Member Responsible for this HOWI: Q/Dale Moore

Quality Records

Record ID	Owner	Location	Media Electronic /hardcopy	Schedule Number & Item Number	Retention & Disposition
Draft Task Order	COTR	COTR File Area	Electronic	Schedule: 5 Item: 25.A	Keep until Task Plan issued then forward to CO with CO permission
Issued Task Order	COTR	COTR File Area	Electronic	Schedule: 5 Item: 25.A	Contract length plus 1 year then forward to CO with CO permission
Approved Task Plan	COTR	COTR File Area	Electronic	Schedule: 5 Item: 1.F	Contract length plus 1 year then forward to CO with CO permission

Note: The CO's files are out of scope for this HOWI, HOWEVER, the task information is required to be kept in accordance with Federal Acquisition Regulations so is listed here for completeness.